

*Stormwater Coalition of Albany County  
Board of Directors*

**Friday, September 20, 2024  
Municipal Center  
19 George St, Green Island, NY  
8:33am to 9:58am  
MINUTES**

**Board of Directors Attending:**

Peter Beck, City of Albany (Board alternate)  
Kerry Dineen, Village of Altamont (Board alternate)  
Eric Johnson, Town of Bethlehem  
Garry Nathan, City of Cohoes (Board alternate, note taker)  
Zach Harrison, Town of Colonie (Board alternate)  
Maggie Alix, Village of Green Island  
Tod Ward, Village of Green Island  
Doug LaGrange, Town of New Scotland (Chairperson)  
Frank Fazio, Village of Voorheesville (Board alternate)

**Also Present:**

Gabrielle Krupa, Coalition Stormwater Program Director

**Absent:**

Lucas Rogers, Albany County  
Dave Ognan, Village of Menands  
Mike Fargnoli, City of Watervliet  
Brad Bunzey, University at Albany – SUNY  
Ken Kolvachek, Town of Guilderland

**I. Approval of June 21, 2024, Board Meeting Minutes**

A motion to approve the June 21, 2024, Board Meeting minutes was made by Eric Johnson and seconded by Kerry Dineen. The motion passed unanimously.

**II. Reports**

**A. Coalition Administration**

**1. 2024 Budget Report** (Budget Update, Encumbrances, Move funds to Equip Repair and Rental)

On this YTD budget report, 50.1% of the budget has been spent.

There is a remaining balance of \$24,351.66 in the Tech Admin/Assist-GIS/GPS line which potentially could be used for GIS contracting work.

In the Office Supplies line, there's a remaining balance of \$1,273.05 which could be used to purchase tabling supplies for any 2025 events.

The Conferences, Training and Tuition line shows a remaining balance of \$420. We are waiting for the invoice for a 4-hour Erosion and Sediment Control training for Warren County and will be paying that once we receive the invoice.

In the Fees for Services line there is \$69.56 under the encumbrance column. This amount is for the test strips that we ordered and this amount will be removed once the payment goes through.

In the Equipment Repair and Rental line there is \$901.60 also listed in the encumbrance column. This represents an amount owed to Toshiba. The Comptroller's office said that any remaining balances will be canceled out at the end of the year and there is nothing the director needs to do regarding these funds. Additionally, there is a remaining balance of \$214.68 in the Equipment Repair and Rental line. The director suggests that \$500 be transferred into this line from another line seeing as we will need to pay for bills remaining in the year.

Motion made by Doug LaGrange was made to transfer \$500 into the Equipment Repair and Rental line. The motion was seconded by Maggie Alix and the board passed the decision unanimously.

## **2. GIS Contracting** (issues and options)

The Director discussed updates on the Stormwater Coalition itemized list for the GIS contractors. The GIS contractors will be assigned work for the Village of Altamont, Town of Guilderland, City of Cohoes and Village of Voorheesville. Pete Beck and Jared Flagler (the GIS contractors) had previously worked under contract with London Environmental however moving forward they no longer want to work with this company. Without London Environmental the issue is that they will need insurance coverage to be provided. This includes Worker's Comp. automobile, liability, insurance, and general liability insurance. The coalition is considering the option of paying them \$65 an hour as paid interns for the county.

Doug LaGrange made a motion to set board meeting for September 26<sup>th</sup> immediately after the working group meeting to vote on this issue. Zach Harrison seconded. The motion passed unanimously.

## **3. Statement of Intent**

The Director has received all of the statement of intent forms from each municipality they were due on September 30<sup>th</sup>. Membership dues invoices will be sent out and those will be due on January 31, 2025. The director will be sending out an email to each municipality with their invoice attached.

## **4. Proposed 2025 Meetings**

The Director presented the proposed 2025 meeting schedule for Working Group and Board of Director's meetings. This schedule for 2025 follows the same schedule as we have in previous years (Working Group meetings will be held on the fourth Thursday of the month and Board of Director's meetings will be held on the third Friday in January, March, June, and September.) The Director will check with the Working Group meeting for a possible alternative date in January as the director will be on vacation

A motion was made by Doug LaGrange to approve the 2025 meeting schedule. This motion was seconded by Garry Nathan. The motion was approved unanimously.

### **5. Board Chair/Alternate and BOD Representation Forms**

The Board of Directors need to vote on the Board chair and alternate for the 2025 year. The director nominated Doug LaGrange as the chairperson and Garry Nathan as the alternate.

A motion was made by Maggie Alix and seconded by Frank Fazio. The motion was approved unanimously

Lastly, board representation forms will be due by January 17 at the next board meeting.

### **6. Director Position and Civil Service Job Description**

The Director received an email from Rosa Tirino, the Director of operations at DPW which stated that civil service reached out to her about Gabrielle not appearing to have the minimum qualifications for stormwater program coordinator position. Gabrielle asked the Board if anyone had known anything regarding Nancy Heinzen's hiring process for Gabrielle. To the Board's knowledge all of the required procedures for hiring have been followed. Gabrielle will reach out to civil service for more information on the issue.

### **7. DPW Server Cleanout**

Albany County IT reached out to the Director regarding the DPW server space. They requested that the Director start deleting an archiving files in order to create more space on the server.

#### **B. MS4 Permit (Interim Progress Report, 1 Year EDC Deadlines)**

The Director presented a list of MS4 permit upcoming deadlines:

The six-month status report also known as the interim progress certification must be due by October 1, 2024.

One-year deadline tasks involve developing and implementing a construction oversight program, prioritizing construction sites, and developing and implementing a post construction SMP inspection and maintenance program.

The Director also summarized previous Working Group topics that were covered in discussions. Previous topics included enforcement response plans, construction oversight programs, post construction, inspection, and maintenance program. The Director will continue to lead conversations regarding the MS4 permit upcoming deadlines during each of the Working Group meetings

## **III. Coalition 2024 Work Plan**

### **A. July to December (Outreach, Purchasing, Administration. Moving Forward)**

The Director updated the Board on Coalition Work Plan items for 2024. There was a tabling event at Five Rivers on September 14<sup>th</sup> and two WAVE stream monitoring events - one on August 1st at Vly Creek in Voorheesville and one to be planned at the end of September at Shaker Creek. The date is to be determined. The sampling period ends on September 30, 2024.

The Director will be working on updating the website to match the new MS4 permit. Additionally, the Director is planning on making purchases for more materials for tabling events. These include brochure racks, poster boards, and any materials that can be handed out to the general public. On October 5, there is a rail trail 5K event that is hosted by Albany County. The Coalition Director will be there for this outreach and tabling event. The Director is planning on reaching out to City of Albany school district for any opportunities that might engage middle school or high school students with stormwater education.

Doug LaGrange discussed the topic of biosolids that has been a growing issue circulating the Albany County area. He will send out more information regarding dumping in the spreading of biosolids on agricultural land to educate the rest of the group.

#### **IV. Adjourn**

A motion to adjourn the meeting was made by Frank Fazio and seconded by Maggie Alix. The motion passed unanimously.

*These minutes were approved at the January 17, 2025, Stormwater Coalition Board of Director's meeting.*

***Stormwater Coalition of Albany County  
Board of Directors***

**Thursday, September 26, 2024**  
**Town of Bethlehem**  
**Town Hall, 445 Delaware Ave**  
**10:20am to 10:30am**  
**MINUTES**

**Board of Directors Attending:**

Peter Beck, City of Albany (Board alternate)  
Joseph Cleveland, Town of Bethlehem  
Garry Nathan, City of Cohoes (Board alternate, note taker)  
Zach Harrison, Town of Colonie (Board alternate)  
Tod Ward, Village of Green Island  
Dave Ognan, Village of Menands  
Doug LaGrange, Town of New Scotland (Chairperson)  
Frank Fazio, Village of Voorheesville (Board alternate)  
Mike Fagnoli, City of Watervliet

**Also Present:**

Gabrielle Krupa, Coalition Stormwater Program Director

**Absent:**

Lucas Rogers, Albany County  
Kerry Dineen, Village of Altamont (Board alternate)  
Brad Bunzey, University at Albany – SUNY  
Ken Kolvachek, Town of Guilderland

**I. Coalition Administration / GIS Contracting**

The remaining funds in the Tech/Admin Assist GIS/GPS line will be put towards hiring Pete Beck and Jared Flagler to complete GIS work for four municipalities. A motion to hire Pete and Jared as Temp Employees for Albany County at \$65/hr for 160 hours to total \$10,400 was made by Doug LaGrange. The motion was seconded by Mike Fagnoli and was passed unanimously.

**II. Adjourn**

A motion to adjourn the meeting was made by Pete Beck and seconded by Joe Cleveland. The motion passed unanimously.

*These minutes were approved at the January 17, 2025, Stormwater Coalition Board of Director's meeting.*